

SOUTH CAROLINA CAREER GUIDANCE EFFECTIVE EXERCISES

TITLE: CAREER VEHICLE DAY

SUBJECT: Guidance Activity

GRADE LEVEL(S): 3-5

SC Career Guidance Standard/Competency

- Learning to Work: Standard 1. Students will understand the relationships among personal qualities, education and training, and the world of work.

Competency 1.1. Explore career interests and related occupations.

National Career Development Guidelines Goal/Indicator

- Career Management: GOAL CM3. Use accurate, current, and unbiased career information during career planning and management.

Indicator CM3.K5. Identify occupations that you might consider without regard to your gender, race, culture, or ability.

Lesson Objectives

1. Students will expand awareness of workers in their community.

Assessment

1. Students will make an oral or written presentation in which they describe an occupation of interest to them.

Preparation

- Prior Learning—N/A
- Handouts/Worksheets—N/A
- Resources—Career speakers, Career Vehicle Day letters to career speakers
- Time Required—90 minutes for career speakers plus 45 minutes for student presentations

Procedures

Step 1: Set a date for your Career Vehicle Day – taking into consideration outdoor conditions, etc.

Step 2: 3-4 months prior to the event, send a letter to parents asking for their help in finding people who use special vehicles in doing their jobs.

Step 3: Based on the responses you get and on the amount of space you have available to park the vehicles, determine the “scale” of your event.

Do you want to involve the entire student body?

How long do you want the event to last?

Note: Most schools are fairly limited in space, particularly when it comes to accommodating large trucks. For this reason, it is suggested scaling Career Vehicle Day

down to involve 2 or 3 grade levels. Ideally, you would plan to have one vehicle per classroom of grade levels participating. (e.g., for 3 third grade classes, have 3 vehicles; for 2 fourth grade classes, 2 vehicles; for 3 fifth grade classes, have 3 vehicles, for a total of 8 vehicles.) Avoid holding Career Vehicle Day in “shifts” in order to involve more students. Usually guest speakers of this type need to get back to their places of work after 1 – 2 hours.

Step 4: 6-8 weeks prior to the event, use the returned parent surveys to begin contacting potential presenters. Doing this by phone would probably be best, since “Career Vehicle Day” may need a bit of explanation.

Step 5: Follow up phone calls made with letters of confirmation. Be sure to include information regarding what to expect, when to arrive, and a map or directions to the school. You may also want to include a list of questions students are likely to ask during the event.

Note: It may be that there are businesses in your community that use interesting vehicles that are not represented in the feedback you get from parents. You may want to contact these businesses directly. In some cases, particularly with large companies, there is someone assigned to be a representative in community outreach efforts. These individuals are generally experienced in giving presentations of this nature and enjoy doing them.

Step 6: Get the word out! Events like this need to be publicized. Let your local newspaper, T.V. station, etc. know about the upcoming event. Request coverage!

Step 7: Map out the site of the event and design signs to aid in directing participants. Make one brightly colored sign per vehicle, with numbers printed boldly on them. One of these will be placed in a window of each vehicle on the day of the event. Also, be sure to make a sign-in sheet with space for both the presenter’s name and the company being represented.

Step 8: Depending on the “scale” of your Career Vehicle Day and the location if your school, you may need to secure help with directing traffic on the day of the event. You may consider asking local law enforcement for help.

Step 9: Assign each participating class a number, which corresponds with the numbers that will be placed in the windows of the guests’ vehicles.

Step 10: Once the vehicles arrive, give each presenter his/her number and have him/her place it in a window where the number will be highly visible. Make sure vehicles are positioned in numerical order, moving in a clockwise circle around the site. When students arrive, have each class report to the vehicle with their number on it. Every 6 to 8 minutes, blow a whistle or ring a bell to signal that it is time to move to the next vehicle. With 10 to 12 vehicles, the event should last approximately 90 minutes.

Step 11: After the event, ask each class to write a thank you note to the company whose number it was assigned.

Step 12: Once Career Vehicle Day is over, have students give an oral or written presentation about a speaker whose career they found interesting. Students should describe the occupation, the education required, and why they found it interesting.

SAMPLE LETTER

January 15, 2006

Dear Douglas Elementary School Families and Friends:

This spring, all students in grades 3-5 will have the opportunity to participate in our first annual Career Vehicle Day. We will be inviting workers from around the community whose jobs involve special vehicles to come with their vehicles and talk with our students about their jobs. Having these vehicles here as a part of the career presentations is sure to make the event very exciting and educational for our students.

I am writing to ask for your help with this event. If you or someone you know in the community would be willing to come to our school with a work vehicle, please complete and return this sheet to me by February 1. The time commitment will be approximately two hours.

We are very excited about sponsoring this event. We believe that it will be an excellent way to get our students excited about their future careers. Thank you in advance for your input. We hope to see some of you at Career Vehicle Day in the spring.

Sincerely,

Gay B. Mullinax, Counselor
Douglas Elementary School
803-175-1752

Your name: _____

Your phone number: _____

Name and phone number of potential presenter:

Place of work: _____

Type of career vehicle: _____

SAMPLE LETTER TO CAREER SPEAKER

February 25, 2006

Officer Arnold Franklin
3479 Sunflower Road
Trenton, SC 29847

Dear Officer Franklin:

Thank you for agreeing to participate in our first annual Career Vehicle Day on April 7. Everyone at Douglas is very excited about this upcoming event. With your help, we are sure that it will prove to be a unique educational experience for our students in grades 3-5.

Career Vehicle Day will be held on the playing field located in front of our school. Presentations will begin at 9:00 a.m., so we ask that you arrive no later than 8:30. Upon arriving, please be sure to sign in at the Welcome Table and pick up a sign for your vehicle, which will be the number for your vehicle. I will be at the table to answer any of your questions.

At 9:00, we will bring all of our third, fourth and fifth grade classes to the playing field. All classes have been assigned a number, which corresponds with the number signs given to our presenters. The class assigned to your number will be your first group. You will have approximately 6 to 8 minutes to talk a little about your job and your work vehicle. If you are comfortable doing so, please allow the students to “explore” your vehicle. Believe me, they will be intrigued! Every 6 to 8 minutes, we will blow a whistle for the classes to rotate clockwise around the field. This way, every class will get a chance to see all of the different vehicles. The event should conclude by 10:30 a.m.

As you prepare for Career Vehicle Day, you may want to consider some of the questions our students may ask you. Often students are interested in what you like most and least about your job, what a typical day is like for you, whether going to college is necessary to have a job like yours, etc. Of course, most of our students will have lots to ask you about your vehicle!

Again, thank you so much for your participation. Please call me at any time with questions or concerns.

Sincerely,

Gay B. Mullinax, Counselor
Douglas Elementary School
803-275-1752

